Minutes of Core Review Committee
February 3, 2009


Chairman Whitman called the meeting to order at 11:07 a.m. The minutes of Dec. 2, 2008 were approved as written.

New Business:

Dr. Thyagarajan Srinivasan presented the Writing across the Curriculum (WAC) Proposal from the Division of Engineering and Physics. He circulated writing manuals used by the department and noted that these guidelines insure that all faculty teaching certain courses will use the same writing assignments.

In response to questions from CRC members, Dr. Srinivasan confirmed that students could not go through the program without completing a significant amount of writing. He noted that the department is collecting writing samples and will be evaluating student writing internally. The CRC recommended that these facts concerning assessment be added to the proposal.

The CRC unanimously accepted (motion by Dr. Simon, second by Dr. Wenger) the proposal with the requested additions. Dr. Srinivasan will have a revised document in the next week or so for the CRC’s final approval.

OLD BUSINESS

General Education Assessment:

a. Quantitative Reasoning: Dr. Whitman reported that Dr. Ming Liu is gathering and scanning artifacts and will soon be ready to deposit them electronically.

b. Oral Communication: Dr. Wenger reported that Dr. Mark Stine has supplied CRC with a copy of the rubric he uses in his COM 101 class; the plan is to attempt to extract the information the CRC needs from Dr. Stine’s assessments this semester.

Dr. Whitman commented that he “beta tested” the CRC oral communication assessment rubric on his senior students last semester, and he is concerned over the oral proficiency of students whose first language is not English. Dr. Bohan noted that this is an important outcome of the assessment process and should be included in our final report. This finding also generated discussion about how Wilkes can best to serve ESL students, especially those who are under various pressures to take regular courses at once—even without necessary language proficiency. We need to encourage ESL students (perhaps through their advisors) to continue using the support of Kimberly Niezgoda and the Intensive English Program after they
complete their initial courses in the program; the Writing Center is another resource for them since several of the student workers are ESL trained.

The CRC agreed to invite Kimberly Niezgoda, Godlove Fonjweng, (director, global education), and Marcie Riebe (assistant director, diversity affairs) to a future meeting to discuss this issue.

c. **Distribution Areas:** We are planning to extract the information needed for assessing the distribution areas from the program reviews.

d. **MAPP:** To date 141 students have completed the MAPP test; more students are waiting to take the test, which will be administered through the second or third week of March. The CRC approved a motion formally recognizing and thanking Brian Bogert for his competent and good-natured handling of the MAPP project.

e. **Workshop on Assessment:** The podcast is complete. There needs to be ongoing training for faculty development; this will be the responsibility of the associate provost when he/she is hired.

f. **FYF:** Dr. Flint reported that the FYF assessment committee has approved a rubric. The committee is looking at artifacts and will have a report by March 12.

**CRC Website:** Dr. Simon noted that the present web page needs updated; he and Dr. Whitman plan to meet with the appropriate person (Craig Thomas?) to discuss redesigning and updating the page.

**Deans’ Council:** Dr. Flint and Dr. Whitman met with the Deans’ Council last semester to discuss various concerns. The deans are happy with the work the CRC is doing and encouraged the committee to continue its efforts. Dr. Whitman will keep all deans informed of our activities and actions.

**NEW BUSINESS:**

**Assessing the General Education Curriculum:**

Dr. Whitman announced that next academic year the CRC is supposed to assess the curriculum itself; it is important to keep this process on track so that assessment remains in faculty hands. Dr. Flint noted that the new associate provost will support this process, but CRC should drive it.

Dr. Flint explained that we need to determine how well the gen ed curriculum is serving students in the major (could survey departments) and for life-long learning (could survey alumni, employers, and grad school admissions counselors). We will need a good survey instrument; institutional research can help us, but CRC needs to guide the process. A survey of employers by AAC&U gave universities low marks for general education; students are well prepared for entry-
level jobs, but not prepared for advancing in their jobs. (Dr. Flint will distribute this document to CRC members.)

Dr. Whitman suggested that he, Dr. Flint, and Dr. Bohan also share with the committee some of the information on this subject that they received at the national conference on assessment.

The CRC discussed the status of the Assessment Committee and considered inviting Dr. Rhonda Waskiewicz (special assistant to the provost for assessment) to a future meeting.

The meeting adjourned at 12:30 p.m. The meeting is Feb. 12 at 11 a.m. in Kirby 108.

Respectfully submitted,

Dr. Diane Wenger